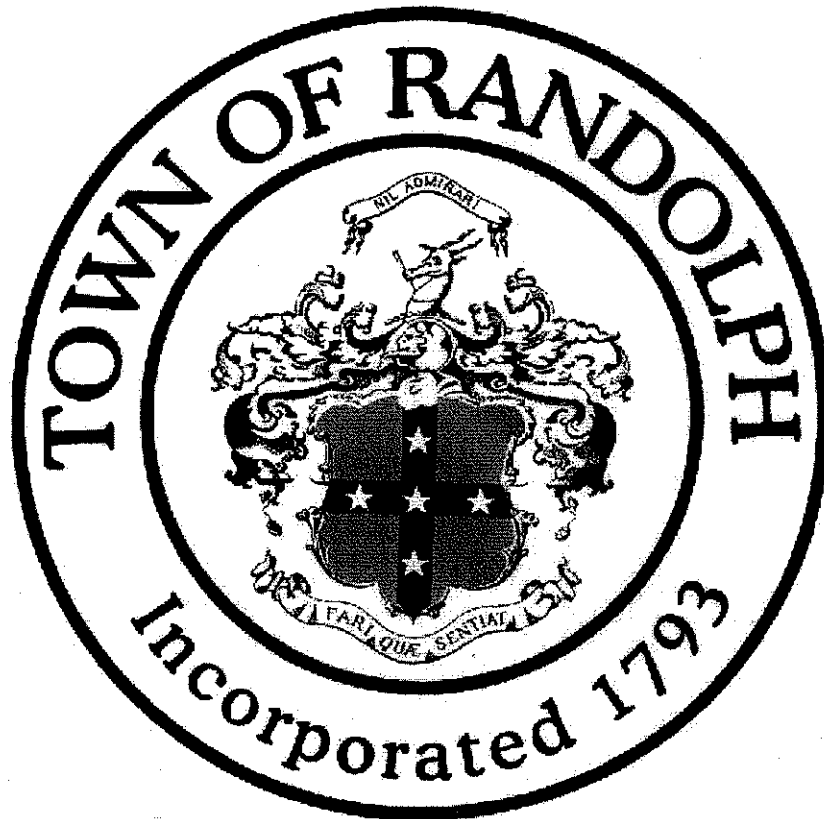


Town of Randolph
Report to the Town Council

FY 2013 Randolph Community Preservation Committee

May 21, 2012



Town of Randolph
FY 2013 CPC Report to the Town Council

Table of Contents

CPA Report

- I. Overview of CPA
- II. Summary of CPA in Randolph
- III. Activities of Community Preservation Committee
- IV. Applications Received
 - A. Historical Preservation Plan-\$25,000
 - B. Congregational Church Clock Repairs-\$16,500
 - C. Community Preservation Town Planner- \$50,000
 - D. Restoration of the Belcher House-\$202,268
 - E. Land Purchases Bond Payment- \$141,000
- V. Financial Overview
- VI. Forward Looking Statement

I. Overview of CPA

The Community Preservation Act (hereafter referred to as "CPA"), M.G.L. c. 44B, allows Massachusetts cities and towns to raise monies through a surcharge of up to 3% of the real estate tax levy on real property. In November 2004, Town Meeting voted a 2% annual real estate levy against real property. This was ratified at the Annual Town Election held on April 5, 2005. Town Meeting did accept two exemptions from this surcharge as permitted by law: an exemption of \$100,000 of the value of each taxable parcel of residential real property and an exemption for low income. Exemptions for low income applications are available in the Assessors Office.

These CPA funds are to be used for four core purposes: to acquire, create and preserve open space; to acquire, rehabilitate, restore and preserve historic resources; to create, preserve and support community housing; and to acquire, preserve and utilize land for recreational use. The Act also provides significant State matching funds.

A minimum of 10% of the annual revenues of the fund must be appropriated for each of the three core community concerns. The remaining 70% can be allocated for any combination of the allowed uses, or for land for recreational use.

Property taxes traditionally fund the day-to-day operating needs of safety, health, schools, roads, maintenance, and more. Until the CPA, there was no steady funding source for preserving and improving a community's infrastructure. The Community Preservation Act gives a community the funds needed to control its future.

II. Summary of CPA in Randolph

Randolph's fiscal year 2013 CPA revenue of approximately \$600,000 is expected to be matched by the State in October 2012 at 20%

Consistent with the terms of the CPA and with the Community Preservation Committee (hereafter referred to as "CPC") bylaw adopted at the November 2004 Town Meeting, the Randolph Community Preservation Committee was appointed in July 2005 to administer the CPA.

Randolph Community Preservation Committee
(as of May 15, 2012)

Conservation Commission appointee.....Brian Howard, Chairman
At-large community member.....(Vacancy)
Town Council member..... William Alexopoulos
Housing Authority member.....Ron Lum
Business community member.....Gerald Good
Chamber of Commerce member.....Carline Olivier-Guerrier
Planning Board member.....David Espinosa
Historical Commission member.....Mary West
Open Space and Recreation Committee member.....Raymond Carson

III. Activities of the Community Preservation Committee and Town Council

The Community Preservation Committee has met several times to discuss Randolph's CPA plan, accept proposals, study the proposals, seek additional information, deliberate, and make the recommendations included in this document. Furthermore, for several of the projects, the CPC solicited additional information, such as outside reports and evaluations of the proposed projects.

The CPA Statute and the DOR Guidelines dictate that Town Council may only appropriate funds for a project pursuant to a recommendation of the CPC. The Statute and DOR Guidelines make clear that Town Council cannot approve an appropriation for a project on its own initiative. Consequently, the Statute and Guidelines dictate that Town Council cannot alter the scope of a project recommended by the CPC, as doing so would result in approval of a project that is different from that recommended by the Committee.

IV. Applications Received by the Committee

Table 1 Applications Received

<i>Applicant Name</i>	<i>Project Type</i>	<i>Project Cost</i>	<i>Purpose</i>
Historical Commission	Historical Preservation Plan	\$25,000	Historic Preservation
Congregational Church	Clock Repairs	\$16,500	Historic Preservation
CPC/Town Manager	Community Preservation Town Planner	\$50,000	Development
Randolph's Women's Club	Restoration of the Belcher House	\$202,268	Historic Preservation

Table 2 2013 CPA Expenditures Approved by Category/Type

Historic	
Historical Preservation Plan	\$25,000
Congregational Church Clock Repairs	\$16,500
General Reserve	
Community Preservation Town Planner	\$50,000
Belcher House Restoration	\$202,268
Land Purchases Bond Payment	\$141,000
Administrative	
FY2013 Administrative Costs	\$10,000

A. Historical Preservation Plan

(\$25,000- Historic)

The Historical Commission does not have a current comprehensive plan for Historic Preservation. This funding would develop a preservation plan that could be incorporated into the Town's Master Plan for future reference. An Historic Homes survey was conducted in 2008-2009, that identified historic buildings in Town. The completion of an Historic Preservation plan will provide multiple benefits to our community. It will complete the cataloging of Randolph's historic properties, serve as a guide to prioritizing resources for ongoing historic preservation, facilitate application for funding through state and federal grant programs and provide a framework for potential bylaw amendments to adequately protect the Town's historic resources. This project will receive matching funds from a Massachusetts Historical Commission grant.

Committee's Comments:

Whereas one of the Community Preservation Act's core purposes is to preserve history and the Commission lacks a comprehensive historic preservation plan and the project is receiving matching funding from Massachusetts Historical Commission, the CPC feels this is a great use of CPA funding and a worthwhile project that will benefit the Town moving forward. It is important that we preserve our history.

B. Congregational Church Clock Repairs

(\$16,500- Historic)

The Congregational Church is one of the oldest churches in Randolph, the clock tower has been telling time since the early 1800s. The lower part of the tower depicts how the sea was an important part of New England life. The clock is now in dire need of repair. The restoration would include: preparation, removal, transportation and refurbishing the three clock dials; priming of the metal numerals, minute markers and bands; and the preparation, priming, and painting of the clock hands. The work on the clock is expected to be completed by spring of 2013 (depending on the availability of the contractor).

Committee's Comments:

Whereas part of the Community Preservation Act's core purposes is to preserve history and this clock tower is one of the oldest in Town, and the tower is located in historic Crawford Square which the Town is investing in preserving and the Church is also funding a significant part of the renovation of the steeple and clock, the CPC feels this is a proper use of CPA funding and the project will keep with the Town's plan for the downtown area. Other than our own Stetson Hall, the Congregational Church is the most recognizable historic structure in Crawford Square.

C. Community Preservation Town Planner

(\$50,000 – General)

The CPC Planner is responsible for assisting with the implementation and leveraging of the Town's Community Preservation program while working in collaboration with the CPC, Planning Board, ZBA, Housing Authority and Town Council. The position is responsible for preparing funding recommendations from the Community Preservation Committee to Town Council; working with grant recipients to monitor the implementation of CPA-funded projects; assisting the CPC with media activities and community outreach; assisting with the preparation of the CPC's Annual Report and annual update of the Community Preservation Plan; and other general tasks to assist the CPC with implementation of the CPA Program.

Essential Elements

Works with the Community Preservation Committee in its capacity to review and approve CPC recommendations, including writing CPC recommendation memos, docketing items, providing support materials, and Town Council meetings as they pertain to CPC recommendations.

To help the CPC in its endeavor to acquire and preserve open space, community housing, and historic preservation. Furthermore, to assist in smart growth housing initiatives that will lead to meeting the Town's 40B requirements.

Works with the Town Counsel to ensure timely execution of funding agreements and other legal documents pertaining to CPA funded projects such as open space, historic preservation, and housing deed restrictions.

Committee's Comments:

Whereas the CPC made an initial commitment to fund the position of the Community Preservation / Town Planner for over three years, we feel that this position is both critical to this committee and the Town. This year the committee is funding part of this position and the Town will supplement the remainder of the salary. The position has been a tremendous success and has been invaluable to the Town Manager, the Town Council, the Planning Board and the Community Preservation Committee. This position will continue to have an impact on the future development of our Town.

D. Restoration of the Belcher House

(\$202,268 – General)

The Belcher House is on the National Historic Register and has been maintained for the past 100 years by the Randolph Women's Club. The house is now in desperate need of repairs to avoid irreparable loss to the building's historic materials, characteristic details and original architectural details. The work done will include repairs and preservation treatments to prolong the life of the wood, siding, trim, windows, doors, roofs and foundation of the exterior restoration of the main house, North and South wings, the woodshed and carriage house.

Committee's Comments:

Whereas part of the Community Preservation Act's core purposes is to preserve history and the Belcher House is in desperate need of exterior repairs, and these repairs will help keep the property on the National Historic Register, the CPC feels this is a proper use of CPA funding. The Belcher House is an important part of the rich history of our community. We are in full support of this project to protect this wonderful house for another generation.

E. Powers Farm, Rent and Daly Property Land Purchase – Bond Payment *(\$141,000 – General Account)*

To complete the second payment on the borrowing approved at Town Meeting to purchase Powers Farm (\$800,000), the Rent Property (\$425,000) and the Daly Property (\$175,000). This will be the second of ten payments to payoff the bond. In addition, this includes the first payment on the interest (BAN) for the construction of Powers Farm voted two years ago for \$296,000.

Committee's Comments:

Whereas the Committee has made a commitment to pay the land purchase bond in a ten year period, instead of choosing a twenty year bond, the CPC will save approximately \$225,000 in interest charges. The second year payment will be \$141,000. In addition, the total amount of the borrowing is \$500,000 less the total appropriated amount per the state grant awarded for the purchase of Powers Farm. This figure includes the interest payment on the (BAN) for construction costs until it is bonded later this summer.

V. Randolph CPC Financial Overview

See attached FY2013 recommendation spreadsheet.

VI. Acknowledgements

The Community Preservation Committee appreciates the extremely hard work this year's applicants devoted to their applications, answering CPC members' questions, and the support the Committee has received from every department in Town; specifically, the Treasurer/Collector's Office, Town Accountant, Assessor's Office, Town Clerk/Registrar's Office, Town Planner, Town Manager and Town Counsel.

VII. Forward looking statement

The Community Preservation Committee encourages any interested party to contact the Committee to inquire as to whether or not a particular project is eligible for CPA funding.

Historically, the CPC has received minimal funding requests for affordable housing. To that end, Committee spokespersons have initiated meetings with the Massachusetts Affordable Housing Alliance, Habitat for Humanity and connected with other CPA communities to evaluate options that could be initiated in Randolph. The Committee expects to propose projects for funding in the next cycle.

Long-range funding is being evaluated for eventual purchase of additional open space parcels and the Committee's forms and applications are being redeveloped, rules and regulations updated and a public presence via the Town website established.

FY 2013 Community Preservation Committee Recommendations

	Received	2013 Appropriations	Balance
001 CPA General Fund Account			
FY13 local receipts	600,000		
State Match	120,000		
To Community Housing Account		-72,000	
To Open Space/Rec. Account		-72,000	
To Historic Preservation Account		-72,000	
To General Reserve Account		-494,000	
To Administrative Account		-10,000	
Total Receipts for FY 2013	720,000		
002 Community Housing Account			
FY12 Balance	347,112		
Community Housing account 10% from CPA General Fund	72,000		
Total Account Balance	419,112		
Balance after 2013 appropriations			419,112
003 Open Space and Recreation Account			
FY12 Balance	17,608		
Open Space & Recreation account 10% from CPA General Fund	72,000		
Total Account Balance	89,608		
Balance after 2013 appropriations			89,608
004 Historic Preservation Account			
FY12 Balance	17,960		
Historic Preservation account 10% CPA General Fund	72,000		
Pullback from Royal Stetson House	9,480		
Total Account Balance	99,440		
Historical Preservation Plan		-25,000	
Congregational Church Clock Repairs		-16,500	
Balance after 2013 appropriations			57,940
005 Administrative Account			
CPA Administrative account from CPA General Fund	10,000		
To CPA committee		-10,000	
Balance after 2013 appropriations			0
006 CPA General Reserve Account			
FY12 Balance	91,592		
General Reserve account from CPA General Fund	494,000		
Total Account Balance	585,592		
Community Preservation Town Planner		-50,000	
Restoration of the Belcher House		-202,268	
To Treasurer for Bond Payment- Land Purchases		-141,000	
Balance after 2013 appropriations			192,324
Total CPA All Accounts Balance			\$758,984